

ATTACHMENT
J.2 HARDWARE AND SOFTWARE SYSTEM REQUIREMENTS

- a. The Contractor shall provide a DOD 5015.x compliant individual electronic file system for each open claim in addition to the paper file system. All claim files must be part of a single, orderly central computerized file storage system which includes the software and hardware. This system shall be used to receive, record, locate and sort all assigned claims and related data. Should the Contractor change the data base management system, the Contractor will be responsible for transferring all electronic and hardcopy data into the new system at no charge to DOE and prior to the initiation of the new system.
- b. The electronic system shall allow the Contractor the ability to access and sort the claims electronically by various criteria such as employer, claimant name, claim number, social security number, etc. The system shall be designed to provide the required reports (see section F) and other reports as requested by the Contracting Officer (CO) or Contracting Officer's Representative (COR). In addition, the system shall provide direct, continuous, and secure (<https> on standard port 443) web-based access to any and all information entered into its system that relates to Hanford Site claims under this Contract. DOE will use its in-house equipment and software to interface with the Contractor's system. DOE uses the following: Dell compatible personal computers, Microsoft Office XP Professional, Microsoft Internet Explorer v7, and Microsoft Office 2007. This computer access will exclude the capability for DOE or Hanford Site Contractor's to add, delete, and edit, in any way, Contractor's computer files and data. NO ADDITIONAL CHARGES WILL BE ALLOWED FOR THE ABOVE ACCESS. THIS IS INCLUDED IN THE CONTRACT PRICE. NO ADDITIONAL USAGE CHARGES WILL BE PAID FOR CONNECTING TO OR TIME SPENT REVIEWING INFORMATION ON CONTRACTOR'S COMPUTER SYSTEM.
- c. The electronic system must be accessible by covered Site Contractors' designees as well as by the COR. The COR shall identify the designees and approve access. The Contractor shall ensure that individual covered Hanford Site Contractors' designees only have access to those portions of the system containing information on the specific of their claims.
- d. The system shall meet all State and Federal Claims reporting requirements (e.g. the WSDL&I Self-Insurance Electronic Data Reporting System (SIEDRS), and the Medicare secondary payer reporting system). The Contractor's systems shall comply with future State and Federal legislation as enacted.
- e. This system must include an image process that allows the COR to view all claim documents via the web-based access.
- f. The system must be capable of securely transmitting sensitive data. Notwithstanding any other language in the Contract, E-mail attachments, and any files transmitted or received electronically containing sensitive data will be encrypted. The encryption used must be either a FIPS 140-2 certified system or the current DOE encryption system. All parties will protect encryption keys from disclosure and misuse.

g. The Contractor shall provide required software if the software necessary to read these reports is not already used by DOE.

h. The Contractor shall coordinate and provide training as well as supplying a User Manual sufficient to enable all parties to operate the system effectively. Additional training date(s) shall be coordinated with the COR for any change or upgrades to the on-line system.